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Cc: Sullivan, Julie[sullivan.julie@epa.gov]
From: Sanchez, Yolanda
Sent: Fri 1/5/2018 8:07:36 PM
Subject: Leviathan Mine Annual Technical Updates Meeting || Webinar

Hello, Marc! It's that time of year again – for us to discuss supporting a webinar for the annual technical updates meeting.

I wanted to confirm that AMEC Foster Wheeler is still willing to take the lead on the webinar this year. As you know, over the past few years you have provided the webinar platform, a telephone line, a laptop to run the webinar, a USB thumb drive with the presentations pre-loaded, and a back-up speaker telephone for the room. And, that support has been phenomenal!

We currently plan to host the meeting at the Carson City Sheriff's Department. Today, I am reaching out to them on our AV needs for the meeting. I'm unclear who our contact is this year.

In the past, the Sheriff's Departments was able to support a phone connection, a speaker phone, the presenter laptop that is connected to the internet. Last year, you were able to download "Go to Meeting" to the computer (no administrator logon needed). I remember two AV messages from last year: 1) we cannot hook an outside laptop into their system, and 2) we should turn the computer on first (before the screens). As we have previously done, it would be best to have the "host" of the meeting be a different computer than the "presenter" in the room.

I will let you know what I find out from them.

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"When it is dark enough, you can see the stars."